

Job Description

Job Title:	Principal Social Worker - Deprivation of Liberty Safeguards (DoLS) Team
Grade:	NNCBAND08
Postcode:	NRTHNJC0100
Service Area:	Adult Social Care

Overall Purpose of the Job

To provide subject matter expert advice and guidance related to mental capacity, DoLS and Community DoLS within the Local Authority and across the Council. To lead on the quality assurance and development of practice, policies and procedures related to DoLS assessments and related activity, to ensure it is of excellent quality and continually improving, promoting high standards and compliance with legislation, statutory guidance, local policies and procedures and best practice. To carry out the role of Best Interest Assessor in accordance with the Mental Capacity Act 2005 (MCA) and Deprivation of Liberty Safeguards (DoLS) Codes of Practice

To undertake delegated responsibility for the functioning of the team.

Main Accountabilities

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1.	<p>In the absence of the Team Manager, and within a scheme of delegation, to take summary decisions to ensure effective running of the team and use of resources.</p> <p>Support the DoLS Service Manager and Team Manager to ensure the efficient operational management of the DoLS Team and DoLS activity.</p> <p>To deputise for the DoLS Service manager and Team Manager as required</p>
2.	<p>Responsible for the scrutiny of DoLS assessments completed by others, ensuring they are of a high quality, providing feedback as required to support practice development.</p> <p>Responsible for the timely completion of urgent and/or complex high quality DoLS assessments in accordance with the MCA 2005, DoLS Codes of Practice and best practice.</p>
3.	<p>To develop, implement and maintain effective performance management and quality assurance systems and to use the information to ensure continuous improvement in delivery of services.</p> <p>Lead on the development, embedding and application of quality assurance policies and procedures related to DoLS, Community DoLS and mental capacity related activity, to support the continual improvement of practice within the Local Authority and across the Council.</p> <p>Lead on maintaining a culture of continuous improvement, addressing any gaps in skills and knowledge related to DoLS and mental capacity through the development and</p>

Person Specification

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	sharing/facilitation of professional development activities associated with mental capacity and DoLS within the Local Authority and across the Council.
4.	<p>To contribute to the recruitment and induction of staff.</p> <p>Lead on the coordination and provision of supporting trainee or newly qualified Best Interests Assessors to develop their practice.</p>
5.	<p>To contribute to the development and delivery of the team service plan.</p> <p>Responsible for keeping up to date with best practice, changes in legislation, policy, and case law, using this to underpin practice.</p> <p>Work in accordance with the Team Plan, targets, and key performance indicators for associated areas of responsibility, ensuring objectives are delivered.</p> <p>To contribute to the monitoring of the budget in accordance with the service policies and procedures and complying with all financial regulations.</p>
6.	<p>To chair or attend best interests' meetings as required to support with the application of the MCA 2005 and best practice.</p> <p>Responsible for ensuring safeguarding concerns, complaints and compliments are reported timely and where required ensure detailed and professional responses are provided in accordance with policies and procedures.</p>
7.	<p>To implement mobile working in line with North Northamptonshire Council policies.</p> <p>To complete all necessary administrative procedures and maintain high standards of record keeping in accordance with recording requirements.</p>
8.	<p>To commit to and develop effective partnership working with specified agencies and organisations.</p> <p>Lead on the coordination and provision of supporting Managing Authorities in the Council to have sufficient skills and knowledge to understand their role and responsibilities related to Mental Capacity and DoLS.</p> <p>Lead on the coordination and provision of supporting others in the Council to have sufficient skills and knowledge to understand their role and responsibilities related to Community DoLS.</p> <p>Lead on providing subject matter expert advice and guidance to others within and out of the Council on all aspects of mental capacity and DoLS.</p>
9.	<p>To assume the role of lead practitioner in certain situations of specific complexity or of a particular specialist nature.</p> <p>Responsible for the preparation and presentation of high-quality reports and witness statements for cases referred to the Court of Protection.</p>

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	Champion rights in the context of professional ethics and decision making.
10.	<p>To ensure the implementation of electronic data systems to effectively manage information on staff and customer services.</p> <p>Responsible for developing, maintaining and monitoring systems/frameworks to collate and monitor feedback from residents, staff and partners to evaluate the effectiveness of mental capacity and DoLS practice, ensuring co-production and resident and staff participation is integral to all development activity.</p> <p>Lead on the effective operation and development of mental capacity, DoLS and community DoLS data and performance management information systems, ensuring that information is recorded timely, accurate, complies with recording requirements and enables accurate reports of performance</p>
11.	Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
12.	Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the department.

Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

Safeguarding commitment

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

Person Specification

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
<p>Education and Qualifications</p>	<p>CQSW, DipSW or other Social Work England recognised Social Work qualification or relevant Nursing, Occupational Therapy or Psychology qualification</p> <p>Best Interests Assessor qualification along with evidence of regular training updates</p>	<p>Management Qualification (CMS, CIM, or similar).</p> <p>Approved Mental Health Professional.</p>
<p>Experience and Knowledge</p>	<p>Over two years' experience of working as a Social Worker or relevant professionally qualified practitioner in a statutory setting.</p> <p>Recent and extensive experience of working as a qualified Best Interests Assessor.</p> <p>Supervision/Line Management of others.</p> <p>Supporting the professional development of others.</p> <p>Successfully implementing and managing change in policy, procedures, and practice.</p> <p>Implementing robust governance arrangements and demonstrating the impact of these on policy, practice, and professional development</p> <p>Developed professional understanding and applied knowledge of the Care Act 2014, The Human Rights Act 1998, Safeguarding Adults, The MCA 2005, and the DoLS Codes of Practice, with a thorough understanding of policies, best practice and current and emerging developments related to Adult Social Care.</p> <p>A good understanding of the quality assurance of practice</p> <p>Timely, effective, and appropriate decision making in assessing risk, managing complex / high risk issues within a framework of policy and procedure, taking accountability for decisions made</p>	<p>Submitting, monitoring and using performance data with particular regard to statutory collections and local performance indicators to underpin continual improvements.</p> <p>An understanding of Continuing Health Care policies and procedures and the role of Integrated Care Systems in relation to DoLS and Community DoLS.</p>

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	<p>and escalating matters appropriately as required.</p> <p>Scoping, researching, and presenting information to produce an evidence-based report with supporting recommendations</p>	
<p>Ability and Skills</p>	<p>Able to complete best interest and mental capacity DoLS assessments to a high standard.</p> <p>Ability to motivate self and others to achieve objectives, to manage work, and to organise own workload and competing demands in a complex and demanding environment, seeking support where required.</p> <p>Ability to manage risk and escalating matters as required.</p> <p>Ability to make decisions and embrace change.</p> <p>Excellent attention to detail.</p> <p>Good communication, influencing and networking skills with the ability to negotiate effectively and achieve desired outcomes.</p> <p>Demonstrable IT skills and competence and transferable skills and the capacity to use them to harness their potential in organising and supporting the work of the service.</p> <p>Working collaboratively to support others to achieve the desired outcomes, using positive influence and coaching</p>	
<p>Equal Opportunities</p>	<p>Ability to demonstrate awareness/understanding of equal opportunities and other people's</p>	

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	behaviour, physical, social and welfare needs.	
Health & Safety	Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the department.	
Safeguarding	Demonstrate an understanding of the safe working practices that apply to this role. Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	

Disclosure Level

What disclosure level is required for this post?			
<input type="checkbox"/> None	<input type="checkbox"/> Standard	<input type="checkbox"/> Enhanced	<input checked="" type="checkbox"/> Enhanced with barred list checks

Work Type

What work type does this role fit into?			
<input type="checkbox"/> Fixed	<input checked="" type="checkbox"/> Flexible	<input type="checkbox"/> Field	<input type="checkbox"/> Home